

**Melva Cavanaugh**  
**JUSTICE OF THE PEACE**  
**NOTARY PUBLIC**

Ward 3, District 3, East Baton Rouge Parish  
12590 A Perkins Road  
Baton Rouge, La. 70810

Phone 225-767-5756

Fax 225-769-3318

March 10, 2011

Ms. Joy S. Irwin, CPA  
Office of Legislative Auditor  
P. O. Box 94397  
Baton Rouge, LA 70804-9397


Dear Ms. Irwin:

In accordance with La. R.S. 24:513, enclosed is the sworn Affidavit and the financial statements for the year ended December 31, 2010 for the office of Justice of the Peace.

Also enclosed is the sworn Affidavit and the financial statements of the Clerk of the Justice of the Peace Court for Ward 3, District 3, this Parish, which Clerk of Court was appointed by me in accordance with La. R.S.

Both financial statements include all funds under the control and oversight of the court and have been prepared on the cash basis of accounting.

Sincerely,



Melva Cavanaugh

enclosures

RECEIPT

RECEIVED above audit reports this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date

5/4/11

**Melva Cavanaugh  
Justice of the Peace  
Ward 3, District 3, Parish of East Baton Rouge**

Financial Statements  
As of and for the Year Ended December 31, 2010

Required by Louisiana Revised Statutes 24:513 and 24:514 to  
Be filed with the Legislative Auditor  
Within 90 days after the close of the fiscal year.

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**AFFIDAVIT**

**BEFORE ME**, the undersigned notary public, personally came and appeared

**MELVA CAVANAUGH**, Justice of the Peace


who, after being first duly sworn, deposed and said:

**THAT** the financial statements herewith given present fairly the financial position of the office of Justice of the Peace Court of Ward 3, District 3, East Baton Rouge Parish, Louisiana as of December 31, 2010 and the results of operations for the year then ended, on the cash basis of accounting, and

**FURTHER** that the said office received \$200,000 or less in revenues and other sources for the year ended December 31, 2010 and, accordingly, is not required to have an audit or a review/attestation for the previously mentioned fiscal year.

  
Melva Cavanaugh

SWORN TO AND SUBSCRIBED before me this 10<sup>th</sup> day of March,  
2011 at Baton Rouge, Louisiana

  
Dajuana W. Moore  
Notary No. 68583

Melva Cavanaugh  
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**STATEMENT B**

**Melva Cavanaugh  
Justice of the Peace  
Ward 3, District 3, Parish of East Baton Rouge**

**Statement of Cash Receipts and Disbursements  
For the 12 Months Ended December 31, 2010**

**CASH RECEIPTS:**

State Salary Supplement & Parish Salary	\$ 4,799.96
Total Filing fees collected	\$103,543.40
Wedding Fees	\$ 25,985.00
Other (Seminar)	\$ 1,317.14
Refunds	<u>\$ ( 900.00)</u>

Total Cash Receipts	\$134,745.50
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**TOTAL FUNDS****\$134,745.50****CASH DISBURSEMENTS:**

Fees paid to Ward 3, Dist 3 Constable	\$39,322.50
Fees paid to other constables and sheriffs	\$ 897.74
Fees paid to Clerk of Court	\$20,000.00
Fees paid to Ad Hoc and Pro Tem judges	\$ 2,000.00
Rent	\$ 6,948.00
Utilities	\$ 5,975.90
Professional Fees	\$ 2,715.08
Office Supplies	\$ 6,146.63
Advertising	\$ 8,784.53
Continuing Education	\$ 1,188.79
Insurance	\$ 1,224.82
Donations	\$ 191.00
Subscriptions	\$ 71.13
Storage of court records	<u>\$ 283.00</u>

Total Cash Disbursements	\$ 95,749.12
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Amount to Salary Fund	<u>\$ 38996.38</u>
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**TOTAL EXPENDITURES****\$ 134,745.50****FUND BALANCE AT END OF YEAR****0**